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January 4, 2012

RE: Displaying of Campaign Signs

To Candidates of the March 6, 2012 Election:

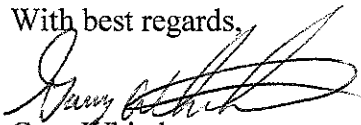
As candidates for the upcoming election your cooperation is necessary and vital to ensure compliance with the City's adopted Sign Ordinance. This is an obligation that all candidates share and it is a direct reflection on our community. Please review this information carefully with your campaign workers and provide them with a copy to avoid confiscation, citations and penalties.

The City of Murfreesboro Sign Ordinance only allows three temporary signs per lot in all zones.

Brian Hardison and Amelia Kerr are the City of Murfreesboro Sign Inspectors. They will be glad to answer any questions you may have and will be glad to assist you in determining where and how you can display your signs. You can reach our office by calling 615-893-3750, Monday – Friday, 8:00 a.m.-4:30 p.m.

Your cooperation in this matter is greatly appreciated.

With best regards,


Gary Whitaker
Director of Building and Codes

Cc: Amelia Kerr, Sign Inspector
Brian Hardison, Sign Inspector

GW/bls:election March 6,2012/sign letter/1/3/12

Building & Codes Department
111 West Vine Street * P O Box 1139 * Murfreesboro, Tennessee 37133-1139 * Phone 615 893 3750 * Fax 615 848 3248 * TDD
615 849 2689
www.murfreesborotn.gov



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TEMPORARY SIGNS Questions and Answers

This question and answer brief is not a code, nor are they written in code language. It is intended to provide an overview of the sign regulations and how they apply. A copy of the actual code text is available from the Building and Codes Department, located in City Hall and on the City Website www.murfreesborotn.gov. For assistance call Brian Hardison or Amelia Kerr, Inspectors at 893-3750. All campaign volunteers please review the following information to avoid sign confiscation, citations and penalties.

1) Question: *Where can I display my signs?*

Answer:

Do:

You can place signs on private property, after obtaining written permission from the property owner.
NOTE: No more than three temporary signs are permitted in all zones, this is not per candidate and includes property owners temporary signs.

You can place signs on motorized vehicles or trailers that are actively used for transportation.

You can hold or carry signs on public property, including polling sites (except as prohibited by state law, E.g. not within 100' of a polling place), and sidewalks.

Don't:

Don't place signs on private property without the owner's permission. This includes shopping center and store parking lots. Don't place any additional signs if there are already three temporary signs on the property in all zones which includes property owners temporary signs. Upon receiving a 2 day notice to remove (verbal or written) illegal signs on a given lot, all temporary signs in violation will be confiscated.

Don't place signs in the ROW.

Don't place signs on public property.

This includes city, county and state owned property, public streets and right of ways, and public utility poles.

Don't conspicuously leave vehicles or trailers parked with a temporary sign placed affixed to the vehicle or trailer on public or private property visible from a public right of way where the apparent purpose is to advertise a message. Signs placed on or in vehicles where the sign is incidental to the primary use is permitted.

2) Question: *What are some examples of where I can hold or carry a sign, but not place it*

on the property?

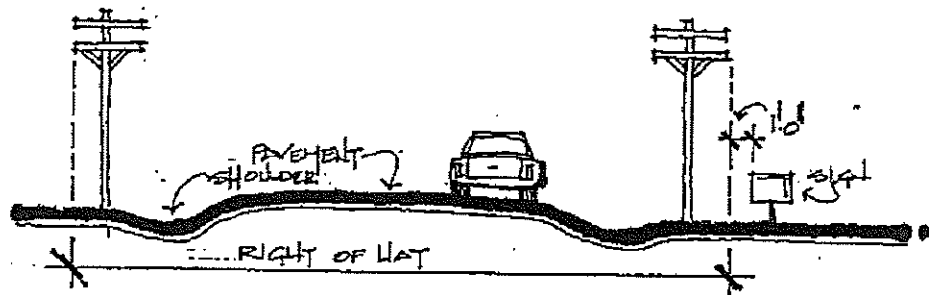
Answer: Polling Sites City Fire Stations City Public Schools
The Civic Plaza City Community Centers Linebaugh Library
Murfreesboro City Hall Street and Road Rights of Way

3) Question: *How do I know where the right of way is?*

Answer:

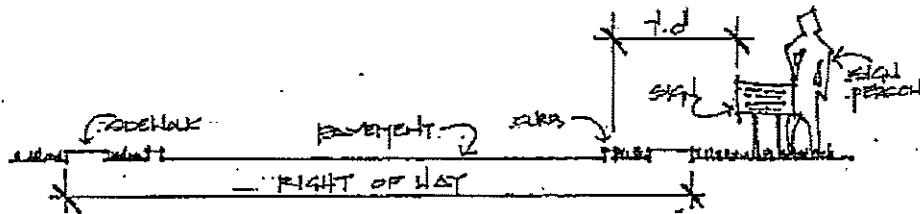
The right of way can generally be determined by the utility poles, which are located near the outer most edge of the right of way. If you place your sign at least one foot or more behind the lines of the utility poles, you should be in good shape. If a sidewalk is present, place the sign behind the sidewalk and behind the lines of the utility poles.

Example:



In areas with no utility poles, the right of way can generally be determined by the concrete curbs, which are usually located six feet from the outer most edge of the right of way. If you place the sign at least seven feet or more behind the curb line, you should be in good shape. If a sidewalk is present, place the sign behind the sidewalk.

Example:



Note: If you can't determine where the right of way is, help is just a phone call away. Call the City of Murfreesboro Sign Inspectors, Brian Hardison or Amelia Kerr at 893-3750. You can also locate right of way lines through the City website: www.murfreesbortn.gov, click on GIS and search the location.

4) Question: *What is the maximum size and height that my temporary signs can be?*

Answer:

CH, H-I and L-I Zones:	Size: <u>64 sq. ft.</u>	Height: <u>16'</u> .
All other Zones:	Size: <u>32 sq. ft.</u>	Height: <u>10'</u> .

5) Question: *How long can I leave my signs out?*

Answer:

Signs are never allowed in the ROW.

Signs are allowed to be displayed prior to the event, however signs must be removed within 10 days after the event.

6) **Question:** *Do I have to obtain a sign permit?*

Answer:

Permits are not required for temporary signs. Permits are required for inflatable or Portable signs in all zones and banners in the central Business District.

7) **Question:** *Do the regulations change for election day or early voting?*

Answer:

No, the regulations do not change. Hold or carry your signs, don't place them in the right of way or on public property.

8) **Question:** *What happens if my sign doesn't comply?*

Answer:

Rights of Way and Public Property: The City may confiscate signs placed on public rights of way or public property.

Private Property:

The City will give a verbal or written two day warning notice if signs are placed in violation of the sign ordinance. If the violation is not corrected within two days, the city may confiscate the sign.

If the sign is placed in a vehicle or trailer and parked so as to be visible from a public right of way when the apparent purpose is to advertise, the owner of the vehicle as well as the candidate will be notified of the violation.

Return:

The City will return impounded signs to you upon your written request and payment of the following:

\$ 5.00	for each sign 5 ½ square	feet or less
\$25.00	for each sign over 5 ½	square feet

If you have had a sign removed, you may contact our office at (615) 893-3750. Impounded signs are logged in daily. We will be able to tell you if it was the City that removed the sign. You can pick up impounded signs at the Building and Codes Department located on the second floor of City Hall, between the hours of 8:00-4:00 a.m. Monday-Friday by appointment. Request forms can be obtained from the City Web site at www.murfreesborotn.gov or at the Building and Codes office.